



**Nevada  
Commission on  
Aging**

**Voting Members:**

Stavros Anthony,  
Mayor Pro Tem  
Las Vegas

Lee Drizin,  
Member at  
Large

Lisa Krasner,  
Member at Large

Marikha Lloyd,  
Member at Large

Connie McMullen,  
Member at Large

John Rice,  
Councilman  
Elko

John Thurman,  
Member at Large

Patsy Waits,  
Commissioner  
Lander County



Living Longer,  
Growing Stronger  
In America

Date

**Address**

The Honorable (Name of Elected Official)  
Nevada State Senate or Nevada State Assembly

Dear Senator or Assemblyman or Assemblywoman (Last  
Name of Elected Official)  
(To find your Senate and Assembly representatives, go to:  
<https://www.leg.state.nv.us/>)

**1<sup>st</sup> Paragraph (State the reason for your communication)**  
*(Name of organization) in conjunction with the Commission on  
Aging Legislative Sub-Committee, would like to invite you to  
attend an educational event on (date) (time) (location). We  
would appreciate the opportunity to provide information about  
our programs and those we serve as well as engage in a  
conversation about the issues facing older adults in Nevada.  
In preparation for these events which are being held  
statewide, the Legislative Sub-Committee has prepared an  
overview titled "Elder Issues in Nevada", a copy of which is  
attached (or enclosed).*

**2<sup>nd</sup> Paragraph (Provide brief overview of your  
organization including services offered, persons served,  
impact of services, quote from recipient of your services)**  
*At the ABC Center, our goal is to help individuals stay in their  
own home and reduce the need for more costly nursing home  
placement. We provide nutritious meals to low income frail  
older adults. In addition, we conduct quarterly assessments  
to determine if there are additional services needed and  
connect individuals with other community resources. In 2013,  
we served XXX individuals.*

**Closing Paragraph (Review logistics, express thanks)**  
*Thank you for considering our invitation to meet on (date,  
time). Please let us know if this date is convenient for you.  
We are looking forward to your visit and the opportunity to  
share information with you.*

Insert  
Your  
Logo  
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Text  
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**Nevada  
Commission on  
Aging**

**Non-Voting  
Members**

Romaine Gilliland,  
Director,  
Department of  
Health and Human  
Services

Jane Gruner,  
Administrator,  
Aging and  
Disability Services  
Division

Mark A. Manendo,  
State Senator

Joseph M. Hogan,  
State  
Assemblyman

**Legislative  
Subcommittee  
2014**

Jeffrey Klein, Chair

Jane Gruner

Sally Ramm

Lisa Krasner

Sen. M. Manendo

Lucy Peres

Diane Ross

Grady Tarbutton

Dr. Larry Weiss